



JUVENILE JUSTICE DIVISION

Title II Formula Grants Program

Appendix A:

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Indiana Criminal Justice Institute

TITLE II FORMULA GRANTS PROGRAM

APPENDIX A: PROGRAM DESCRIPTION & GUIDELINES

AVAILABILITY OF FUNDS & PROGRAM AREAS

For each Fiscal Year, the Indiana Criminal Justice Institute is awarded Title II Formula grant funds from the Department of Justice's Office of Juvenile Justice and Delinquency Prevention (OJJDP). The Indiana Juvenile Justice State Advisory Group (JJSAG), an advisory body recognized by Congress to establish priorities for OJJDP funds, will recommend the Indiana Criminal Justice Institute Board of Trustees support for Indiana programs in the following OJJDP Program Areas. This list includes the Program Area Number, Title, Definition, and Average Amount of Funds Available Statewide in that Program Area per Federal Fiscal Year.

FORMULA GRANT FUNDS PROGRAM AREAS

- 03 Community Assessment Centers.** Funding for centers that lead to more integrated and effective cross-system services for juveniles and their families. CACs are designed to positively impact the lives of youth and divert them from a path of serious, violent, and chronic delinquency. Using a collaborative approach, CACs serve the community in a timely, cost-efficient, and comprehensive manner. **(\$75,000)**
- 04 Compliance Monitoring.** Programs, research, staff support, or other activities designed primarily to enhance or maintain the State's ability to adequately monitor jails, detention facilities, and other facilities, to assure compliance with the Juvenile Justice and Delinquency Prevention Act (JJDP) of 2002. **(\$150,000)**
- 05 Court Services.** Funding for programs designed to encourage courts to develop and implement a continuum of pre- and post-adjudication restraints that bridge the gap between traditional probation and confinement in a correctional setting. Services include expanded use of probation, mediation, restitution, community service, treatment, home detention, intensive supervision, electronic monitoring, translation services, and secure community-based treatment facilities linked to other support services. **(\$100,000)**
- 06 Deinstitutionalization of Status Offenders.** Programs, research, or other initiatives designed to eliminate or prevent the placement of accused or adjudicated status offenders and non-offenders in secure facilities, pursuant to Section 223(a)(11) of the JJDP Act of 2002. **(\$60,000)**
- 07 Delinquency Prevention.** Programs, research, or other initiatives designed to reduce the incidence of delinquent acts and directed to the general youth population thought to be "at-risk" of becoming delinquent. This category includes what is commonly referred to as "primary prevention", but excludes programs targeted at youth already adjudicated delinquent, and those programs designed specifically to prevent substance abuse activities that are to be funded under program area 15. **(\$54,000)**

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- 08 Minority Overrepresentation.** Programs, research or other initiatives designed primarily to address the disproportionate number of juvenile members of minority groups who come into contact with the juvenile justice system, pursuant to Section 223(a)(22) of the JJDP Act of 2002. **(\$100,000)**
- 09 Gender-Relevant Programming.** Programs, services or other initiatives designed to address the unique needs of the gender of the individual to who such services are being provided. **(\$90,000)**
- 10 Graduated Sanctions.** Funding to support the development and implementation of system of sanctions (at the local or state level) that escalates in intensity with each subsequent, more serious delinquent offense. **(\$100,000)**
- 11 Juvenile Justice Systems Improvement.** Programs, research, and other initiatives designed to examine issues or improve practices, policies, or procedures on a system-wide basis (e.g. examining problems affecting decisions from arrest to disposition, detention to corrections, etc.). **(\$100,000)**
- 12 Mental Health Services.** Programs, research and other initiatives designed to promote and support the development of comprehensive and coordinated mental health services for at-risk and delinquent youth. Services include, but are not limited to, the development and/or enhancement of diagnostic, treatment, and prevention instruments; psychological and psychiatric evaluations; counseling services; and/or family support services. **(\$ 200,000.00)**
- 13 Probation.** Programs to designed to permit juvenile offenders to remain in their communities under conditions prescribed by the juvenile court and to reduce the caseloads of probation officers in order to increase the effectiveness of traditional probation services. **(\$66,000)**
- 14 School Programs.** Education programs and/or related services designed to prevent truancy, suspension, and expulsion. School safety programs may include support for school resource officers and law-related education. **(\$100,000)**
- 15 Substance Abuse Programs.** Programs, research, or other initiatives designed to address the use and abuse of illegal and other prescription and nonprescription drugs and the use and abuse of alcohol. Programs may include prevention, control, and/or treatment. **(\$50,000)**

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APPLICATION REQUIREMENTS

There are several steps involved in initially requesting and obtaining Title II Formula Grant funds through the Youth Division of the Indiana Criminal Justice Institute (ICJI).

1. **Administrative Review.** Evaluation by the Youth Division Director and determination that the County that the Legal Applicant is located is in compliance with the JJDP Act Core Requirements regarding the detention of juveniles. At this time questions may be posed or suggestions made for revisions before submission to the SAG.
2. **Grant Application.** Grant Applications are accepted until **February 1st**. **Grant Applications will be reviewed at the JJSAG and Board of Trustees meetings in late March and written award notifications made in early April. THE FUNDING CYCLE FOR ALL TITLE II FORMULA GRANTS IS APRIL 1ST-MARCH 31ST.**
3. **Administrative Review.** Evaluation by the Youth Division Director and ICJI Staff. At this time additional questions may be posed or suggestions made for revisions before submission to the JJSAG and Board of Trustees. Recommendations for funding made to the JJSAG.
4. **JJSAG Review.** Evaluation by the Juvenile Justice State Advisory Group (JJSAG) for compatibility with Indiana's current Three-Year Plan, strength of the application itself, realistic goals, measurable objectives, definitive plans for continuation funding, compliance with the JJDP Act, and a reasonable budget.

Evaluation by the Juvenile Justice State Advisory Group based on the eleven (11) elements of the Grant Application:

- | | |
|---------------------------------------|---|
| 1. Applicant Information Cover Page | 7. Addressing Minority Overrepresentation |
| 2. Project Abstract | 8. Gender Specific Programming |
| 3. Problem Identification Statement | 9. Evaluation |
| 4. Project Description | 10. Budget Detail |
| 5. Project Goal/Objectives/Activities | 11. Certified Signatures |
| 6. Funding Sources/Sustainability | |

Recommendations are made by the JJSAG for approval or denial of funding to the Youth Division of the ICJI Board of Trustees.

5. **Board of Trustees Review.** Evaluation by the Youth Division of the ICJI Board of Trustees on the basis of the eleven (11) elements of the Grant Application. Final funding decisions are made at this time. **Written grant award notification will be made to all applicants after April 1st.**

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ELIGIBILITY REQUIREMENTS

Legal Applicant & Financial Officer. The **Legal Applicant** for the grant must be a **public entity** – state agency, unit of local government (city, county, township, town, borough, parish, village, or other general purpose political subdivision of a state), or a public university. For example, a county department or city office could serve as the Legal Applicant for the Implementing Agency. The **Financial Officer** for the grant must be the office or department legally responsible for the Legal Applicant’s financial records, **i.e. City Clerk-Treasurer, County Auditor, School Corporation Treasurer, University Controller.**

Award Period. All grant funds are considered “**seed money**” and should not be utilized as the sole source of indefinite income for any program or project. Awards will generally be granted for one year on an April 1st – March 31st funding cycle. Each year thereafter, programs may apply for continuation funding on a competitive basis dependant upon compliance with grant management guidelines in the previous year. Funding is provided on a step-down basis. Programs may receive funding for three consecutive years, with their original award being “stepped” down by 33 1/3% per year. This does not guarantee programs three years of funding, rather it provides funding guidelines for the Board of Trustees for those programs that they deem worthy of the full funding cycle.

Financial & Audit Requirements. In general, grant recipients can follow their organization’s accounting guidelines, unless they are less stringent than federal standards. See the “General Grant Conditions and Assurances” section of the application for more information. In compliance with the Single Audit Act of 1984, P.L. 98-502, grant recipients must provide the Indiana Criminal Justice Institute with copies of their Indiana State Board of Accounts annual reports.

Reporting Requirements. Grant recipients are required to submit quarterly narrative and financial reports. The narrative describes progress toward reaching stated goals and objectives. **Grant funds will not be released to grant recipients delinquent or negligent in their reporting requirements.**

Compliance with JJDP Act. In order to apply, the County in which the legal applicant is located must be in compliance with the core requirements of the JJDP Act regarding the detention of juveniles. Questions regarding compliance status should be directed to the Youth Division of ICJI at 317/233-3340.

General Grant Conditions and Assurances. The applicant must comply with the financial requirements described above as well as other federal and state requirements. See the “General Grant Conditions and Assurances” portion of the application form.

TITLE II FORMULA GRANTS PROGRAM

APPENDIX A: APPLICATION INSTRUCTIONS

The electronic version of the application is in a Microsoft Word template format. Each time you open the form it will appear as new document that allows you to type directly into the form fields (gray boxes) without changing the overall formatting of the document. Once you begin typing into the document you will need to use the “Save As” function in Microsoft Word to assign a filename to the document. It is recommended that you save the document in way that designates both the year and the jurisdiction (**e.g. 2006 Title II Application – Any County. PLEASE NOTE that the Certifications & Acceptance page of the application (page 16) must be sent with the original signatures.** Applications may also be printed and sent with original signatures to the address noted above and received by 4:30 pm February 1st.

- Please read all instructions before completing the application and contact the Institute if you have questions. Failing to follow instructions or submitting an incomplete application will delay the processing of your grant application.
- Please do not use forms or verbatim material from a previous year’s grant application for your new application, and do not include copies of the instructions or program guidance pages with your completed application.
- Specific instructions for completing the application are provided below.

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APPENDIX A: APPLICATION INSTRUCTIONS

- 1 Check “Continuation Project” if the proposed project is currently being funded by the Institute under this grant program to which you are now applying. Applicants applying for a continuation should list all previous grant numbers for the project. Check “New Project” if the proposed project is currently not being funded by the Institute under the grant program to which you are applying. If the project has been funded under a different grant program from the Institute, please list previous grant numbers.
- 2 Enter the designated title of the project for which funds are being requested.
- 3 The Legal Applicant must be a public entity (town, city, township, county, other general purpose political subdivision of the state, state agency). For example, a county prosecutor’s office could be the legal applicant on behalf of a private, not-for-profit youth serving agency.
- 4 Enter the name and contact information for the Financial Officer of the office that is legally responsible for the Legal Applicant’s financial records (e.g. the County Auditor, City Controller, City Clerk-Treasurer, Town Treasurer).
- 5 Enter the Legal Applicant’s Federal Employer Identification Number.
- 6 Indicate whether the Legal Applicant is a state, county, city or town agency/organization.
- 7 Enter the U.S. Congressional District and State Judicial District in which the Legal Applicant is located.
- 8 The Implementing Agency is the unit, department, division, organization, or agency responsible for maintaining general oversight of the project’s implementation and grant administration, including submission of all reports required by the Institute.
- 9 The Project Director is the individual charged by the Implementing Agency with direct responsibility for the day-to-day management of the project and grant administration.
- 10 Enter the name and contact information for the person who will serve as the principal contact for grant administration if other than the Project Director.
- 11 Enter amount of federal funding being requested for this project.
- 12 A. Enter the approximate number of volunteers that will be used for the project.
B. Enter the approximate number of juveniles who are expected to receive direct services from this project. A direct service is a service that is provided directly to a child (e.g., providing substance abuse counseling to status offenders).

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- A A **Project Abstract** provides a short summary of the proposed project to be funded. A good grant abstract is not a discussion of the problem, but should instead provide reviewers with an overview of the proposed project in one or two paragraphs.
- B A **Problem Identification Statement** succinctly states the problem in your community you intend to address through the proposed project. Community is defined as a neighborhood, city, county, group of counties, or the State as a whole. Data and information illustrating the problem should be included as part of your Problem Identification Statement.
- C A **Project Description** briefly describes the project that is being proposed and how it addresses the problem you identified in your Problem Identification Statement. A good project description will (a) describe an approach or remedy to the problem (including a indication of the evidence-based model utilized to develop the project), (b) list the people who will benefit from the project (be as specific as possible, including both direct and indirect beneficiaries), and (c) indicate the timeline for determining successful outcomes for this project. If the proposed project is a continuation project, please also provide a brief summary of the achievements of the project up to this point.
- D Title II Formula grant funds are distributed among **13 Program Purpose Areas**. Under Section D the applicant should select the purpose area that most appropriately matches the project for which funds are being requested.
- E **Goal/Objectives/Performance Measurement.**

A **Project Goal** is a concise statement indicating what the project is expected to achieve (i.e., its desired outcome). Some examples include:

- Reduce truancy for children in at-risk families in Hoosier County
- Increase parental involvement in the education of Hoosier County children
- Expand the scope of educational services provided to incarcerated juvenile delinquents

Project Objectives specify *measurable* outcomes related to the goal, including the expected level or amount of change and the date by which the change is expected to occur. For example, objectives for the goal “Reduce truancy for children in at-risk families in Hoosier County” might include:

Objective 1: By the end of the grant period, reduce the number of truancy referrals from children in at-risk families by at least 25%.

Objective 2: By the end of the grant period, complete parent participation agreements on 100% of truancy referrals filed with the juvenile court.

Performance Measurement is concerned with collecting information to determine whether the program is achieving its objectives and aimed at program improvement through modification of program operation or design based on the data collected and analyzed. Below are brief descriptions of the different measures with examples.

Output Indicators demonstrate the implementation of program activities and include products of activities and indications of services provided.

Output: The number of youth served by the truancy reduction program.

Short-Term Outcome Indicators also called initial outcomes measure the immediate results of the program.

Short-Term Indicator: The number of youth to successfully complete the program.

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APPENDIX A: APPLICATION INSTRUCTIONS

Intermediate-Term Outcome Indicators are results that occur immediately following the full implementation of the program and are measurable within the grant period rather than long-term impacts that may take years to measure.

Intermediate-Term Indicator: Average length of time from program completion to new suspension/expulsion.

Long-Term Outcome Indicators are the ultimate goals or outcomes, the meaningful changes expected in behavior, condition, or the overall problem that led to the creation of the program.

Long-Term Indicator: The number of in-school and out-of-school suspensions for truancy before program implementation as compared to after.

The specific indicators for each purpose area are included in the **Performance Measures Section** below.

- F Indicate whether there are **other funding sources** to support the project, including the percentage level and the specific funding sources.
- G A **sustainability plan** should detail how CJI funding will be utilized to leverage other funding sources and how the project will be supported once CJI funding is discontinued.
- H **Minority Overrepresentation.** As required by the Juvenile Justice and Delinquency Prevention Act (JJDA) of 2002, discuss, if applicable (if you have more than 1% minority population in your county), how the initiative will help the State address any overrepresentation of minority youth in the juvenile justice system. Include a discussion of efforts to specifically address the needs of minority youth and families in the community.
- I **Gender Relevant Programming.** As required by the JJDA of 2002 include a discussion of how the proposed project would address the need for gender relevant programming, particularly targeting female youth, to promote the prevention of and intervention in juvenile delinquency. If not applicable, please provide a specific explanation.
- J **Collaboration.** Please indicate, by placing an “x” in the box next to all the types of agencies/organizations that you will collaborate or coordinate services directly with on the proposed project. Include the specific name of the organization in the space provided. It is also recommended that you provide letters of support or memorandums of understanding with the application to support the existence of these collaborations.
- K **Evaluation Entity.** Please indicate, by placing an “x” in the box next to each option that applies to who will be evaluating the effectiveness of the program.
- L An **evaluation plan** provides reviewers with a brief description of how the effectiveness of the project will be evaluated and the specific plan for implementing and utilizing the evaluation results.

*Budget Worksheet instructions are included within the Title II application itself (pages 11-12).

* Certified Assurances and Special Provisions are provided on pages 13-15. Applicants should carefully read all certified assurances and special conditions before signing the Certifications & Acceptance page (16) and should include a copy of the Certified Assurances and Special Provisions with the Certifications & Acceptance page with original signatures (Certifications & Acceptance pages cannot be submitted electronically.)

* Direct all questions to the Youth Division Director at 317/233-3340.

TITLE II FORMULA GRANTS PROGRAM

APPENDIX A: PERFORMANCE MEASUREMENT DESCRIPTION

Below applicants will find the specific performance measures for each Title II Formula Grants purpose area currently funded by the Youth Division of ICJI. For each purpose area chosen (applicants are encouraged to choose only one purpose area) the following are the reporting requirements to guide your choice of performance indicators to be included in the application (page 5):

- The measures are divided into output measures and outcome measures and clearly denoted at the top of each sheet by Purpose Area.
- You must choose at least **1 Bold Output** and **2 Non-Bold Outputs** for a minimum of three outputs that you plan to report progress for this funded project. (Please note that you may report on more outputs, but please only include the three required outputs in the application.)
- You must choose **All Bold Outcomes** (the number of bold outcomes varies by purpose area) and **2 Non-Bold Outcomes** this would be a minimum of three outcomes, but will likely be more. (Please note that you may report on more outputs, but there is space for a maximum of six [6] to be included with the application.
- **Please note that these measures are still in draft form. While OJJDP has not released the final performance measures for the Title II program they are in the final editing stages and changes should be minimal. Please note that the numbers for the program areas are slightly different as States do not fund all program areas and these documents reflect the actual federal designation. Please utilize the program name rather than the number. In order to accommodate our application schedule it was determined that including the draft measures and alerting subgrantees of any changes to the measures and the specifics regarding the electronic reporting system that will soon follow after the award process was the best option for all parties involved. Please direct any questions regarding the new performance measurement system implementation to the Youth Division Director at 317/233-3340.**

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PROGRAM AREA 5. COMMUNITY ASSESSMENT CENTER OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memorandums of Understanding developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memorandums of Understanding's developed
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period.
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full-Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed during reporting period
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings.	Number of hours of training provided to staff
8	Needs assessment completed	Improve planning and development	Report whether a needs assessment was conducted during the reporting period to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)
9	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
10	Use of best practice model	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from legitimate sources (i.e., Blueprints, SAMHSA's Model Programs, OJJDP's Model Program Guide, etc.	Was the program implementing a best practice model? (Yes or No response.)
11	Number of youth served	Improve program activities	The number of youth served by the program during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
12	Number of services delivered	Improve program activities	The number of services delivered to the youth by program staff during the reporting period. Program records, such as case management or probation records, are the preferred data source.	Number of services delivered
13	Number and percent of youth screened/evaluated	Improve program activities	The number of youth screened by program staff during the reporting period to identify problems such as substance abuse, mental health issues, school problems, family relationships, and peer relationships. Program records, such as case management or probation records, are the preferred data source.	A. Number of youth screened B. Number of youth processed through intake C. A/B
14	Number of youth referred	Improve program activities	The number of youth referred to services during the reporting period. Program records, such as case management or probation records, are the preferred data source.	A. Number of youth referred B. Number of youth screened C. A/B
15	Money per youth served	Improve program efficiency	The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.	A. Amount spent by program B. Number of youth served C. A/B

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#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
16	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served a. Number of service slots b. A/B

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PROGRAM AREA 5. COMMUNITY ASSESSMENT CENTER OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth rearrested	Reduce delinquency	The number of program youth who were rearrested for a new delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth arrested while enrolled in program B. Number of youth in program C. Percent (A/B)	X	X	X
2	Number and percent of youth committed to correctional facility	Increase accountability	The number of program youth who have been ordered to a correctional facility during the reporting period. Include youth mandated to any secure residential facility including juvenile correctional and adult corrections facilities. Official records are preferred data source.	A. Number of program youth enrolled in a correctional facility B. Number of youth in program C. Percent (A/B)	X	X	X
3	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program but should be a predefined list of requirements or obligations clients must meet prior to program completion. Program records are preferred data source.	A. Number of program youth that exited the program having completed program obligations B. Number of youth to exit the program C. Percent (A/B)	X		
4	Average length of time between intake and referral	Improve system effectiveness	Average length of time (in days) between intake and referral to treatment services during the reporting period. Program records are the preferred data source.	A. Total number of days between intake and referral B. Number of youth served C. A/B	X		
5	Number and percent of youth/families satisfied with program	Increase program support	The number of program youth and/or their families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of youth/families who report being satisfied with the program B. Number of youth/families that returned the surveys C. Percent (A/B)	X		
6	Number and percent of staff satisfied with program	Increase program support	The number of staff who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of staff who report being satisfied with the program B. Number of staff who returned the surveys C. Percent (A/B)	X		
7	Number and percent of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff trained and returning surveys C. Percent (A/B)	X		

Outcome Measure Definitions

Short Term: Occurs during or by the end of the program.

Intermediate: Occurs 6 months to 1 year after the end of the program.

Long Term: Occurs more than 1 year after program completion.

PROGRAM AREA 6. COMPLIANCE MONITORING OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	CITATION
1	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding (MOUs) developed during reporting period. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of MOUs developed	
2	Number of FTEs dedicated to monitoring activities	Increase organizational capacity	The number of staff dedicated to monitoring activities, as measured through the number of Full-Time Equivalents working during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full-Time Equivalents	
3	Number and percentage of staff trained	Increase organizational capacity	The number and percentage of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percentage divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percentage (A/B)	
4	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings conducted during the reporting period.	Number of hours of training provided to staff	
5	Funds allocated to bring state into compliance	Improve monitoring of compliance	The amount of Formula Grants and state money in whole dollars that are allocated for compliance during the reporting period. Program records are the preferred data source.	Dollars allocated to compliance	
6	Number of monitoring materials developed	Improve monitoring of compliance	The number of materials that were developed during the reporting period. Include only substantive materials such as program guidance manuals, monitoring tools, etc. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed.	Number of materials developed during reporting period.	
7	Number of activities undertaken to pass state laws that address compliance with the JJDP Act	Improve monitoring of compliance	The number of meetings held, phone conversations, interviews, presentations given, workshops held, or related activities that relate to the passage of law that address compliance with the JJDP Act of 2002.	Number of activities undertaken during the reporting period	
8	Number of state laws passed that address compliance with the jail removal requirement of JJDP Act of 2002	Improve monitoring of compliance	The number of laws passed that address compliance with the jail removal core requirement of the JJDP Act of 2002.	Number of laws passed during the reporting period	
9	Number of facilities monitored	Improve monitoring of compliance	The number of detention, corrections, and adult jails and lockups being monitored by the locality or state. The Annual Compliance Monitoring Report is the preferred data source.	A. The number of facilities in the monitoring universe during the reporting period B. Number of facilities monitored C. Percentage (A/B)	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.
10	Submission of the Annual Monitoring Report to OJJDP	Improve monitoring of compliance	The Compliance Monitoring Report is required to be submitted annually to OJJDP.	The Annual Compliance Monitoring Report is submitted to OJJDP.	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.

11	Number of facilities responding to data requests	Improve monitoring of compliance	The number of detention, corrections, and adult jails and lockups being monitored by the locality or State. The Annual Compliance Monitoring Report is the preferred data source.	A. The number of facilities in the monitoring universe during the reporting period B. Number of facilities responding to data requests C. Percentage (A/B)	
12	Number of site visits conducted	Improve monitoring of compliance	The number of onsite inspection visits made to adult jails or lockups by the state Compliance Monitor during the reporting period. The Annual Compliance Monitoring Report is the preferred data source.	Number of visits	
13	Number/ percentage CM surveys completed and returned	Improve monitoring of compliance	The number of annual surveys completed and returned by facilities during the reporting period. The Annual Compliance Monitoring Report is the preferred data source.	A. Number of CM surveys mailed B. Number of CM surveys returned C. Percentage (A/B)	
14	Number of facilities receiving TA	Improve monitoring of compliance	The number of public and private secure detention centers, jails, lockups, and correctional facilities receiving technical assistance by state or Federal representatives during the reporting period. The Annual Compliance Monitoring Report is the preferred data source.	Number of facilities receiving TA	
15	Percentage of compliance data verified	Improve monitoring of compliance	The number of Compliance Reports submitted by facilities during the reporting period compared with the number verified. The Annual Compliance Monitoring Report is the preferred data source.	A. Number of CM data received B. Number of CM verified C. Percentage (A/B)	
16	Needs assessment completed	Improve planning and development	Report whether a needs assessment was conducted during the reporting period to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)	
17	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded	

Outputs are measured annually.

PROGRAM AREA 6. COMPLIANCE MONITORING OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM	CITATION
					ANNUAL	
1	Number and percentage of facilities demonstrating full compliance with the JJDP Act	Increase compliance with core requirements	State has removed 100 percent of status offenders/nonoffenders from secure detention and correctional facilities. The rate per 100,000 juveniles is 0.0. The Annual Compliance Monitoring Report is the preferred data source.	Rate per 100,000 juveniles.	X	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.
2	Number and percentage of violations of jail removal requirement	Increase compliance with core requirements	The number of violations of the jail removal requirement during the reporting period according to the definition in the OJJDP Guidance Manual for Monitoring Facilities Under the JJDP Act of 1974. The Annual Compliance Monitoring Report is the preferred data source.	Number of violations of jail removal during the reporting period	X	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.
3	Number and percentage of violations of separation requirement	Increase compliance with core requirements	The number of violations of the separation requirement during the reporting period according to the definition in the OJJDP Guidance Manual for Monitoring Facilities Under the JJDP Act of 1974. The Annual Compliance Monitoring Report is the preferred data source.	Number of violations of separation during the reporting period	X	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.
4	Number and percentage of violations of DSO	Increase compliance with core requirements	The number of violations of the Deinstitutionalization of status offender requirement during the reporting period according to the definition in the OJJDP Guidance Manual for Monitoring Facilities Under the JJDP Act of 1974. The Annual Compliance Monitoring Report is the preferred data source.	Number of violations of DSO during the reporting period	X	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.
5	Number and percentage of facilities in full compliance with the numerical or substantive de minimis standards.	Increase compliance with core requirements	States are eligible for a Numerical de Minimis exceptions if it demonstrates that the incidents of noncompliance does not exceed an annual rate of 9 per 100,000 juveniles and an acceptable plan has been developed to eliminate noncompliant incidents according to the definition in the OJJDP Guidance Manual for Monitoring Facilities Under the JJDP Act of 1974. Substantive de Minimis exceptions must meet five criteria as stated in the OJJDP Guidance Manual for Monitoring Facilities and the rate per 100,000 exceeds 9. The Annual Compliance Monitoring Report is the preferred data source.	Rate per 100,000 juveniles.	X	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.
6	Number and percentage of facilities in violation with submitting corrective action plans	Increase compliance with core requirements	The number of facilities found in violation and required to submit corrective action plans.	A. The number of facilities required to submit a plan B. The number of facilities submitting required plan C. Percentage (A/B)	X	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.

Compliance Monitoring outcome measures are conducted annually.

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PROGRAM AREA 7. COURT SERVICES OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memorandums of Understanding developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memorandums of Understanding developed
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period.
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full-Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed during reporting period
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings.	Number of hours of training provided to staff
8	Number of pre adjudication service options	Increase organizational capacity	The number of pre adjudication service options available during the reporting period (i.e., EM, mediation, victim impact panels, youth court, BARJ services, etc.). Program records are the preferred data source.	Number of pre adjudication service options.
9	Number of post adjudication service options	Increase organizational capacity	The number of post adjudication service options available during the reporting period (i.e., day treatment, school-based probation, restitution, intensive supervision, etc.). Program records are the preferred data source.	Number of post adjudication service options.
10	Needs assessment completed	Improve planning and development	Report whether a needs assessment was conducted during the reporting period to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)
11	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period of the program. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
12	Use of best practice model	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes.	Was the program implementing a best practice model? (Yes or No response.)
13	Number of youth served	Improve program activities	The number of youth served during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
14	Number of youth referred	Improve program activities	The number of youth referred to services during the reporting period. Program records are the preferred data source.	Number of youth referred
15	Average number of service hours completed	Improve program activities	The average number of hours of service completed by program clients during the reporting period. Program records are the preferred data source.	A. Total number of service hours received by clients B. Number of clients C. A/B

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#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
16	Number of contacts between youth and program staff	Improve program activities	The number of contacts between youth and program staff during the reporting period. Include all program contacts regardless of medium (e.g., face-to-face, telephone, electronic). Do not include contact made on behalf of youth, such as calling employers or checking school attendance records. Program records, such as case management or probation records, are the preferred data source.	A. Total number of contacts between youth and program staff B. Number of youth enrolled C. A/B
17	Money per youth served	Improve program efficiency	The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.	A. Amount spent by program B. Number of youth served C. A/B
18	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served B. Number of service slots C. A/B
19	Average length of stay in program	Improve program efficiency	The average length of time (in days) clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those that do not. Program records are the preferred data source.	A. Cumulative number of days between intake and program exit across all clients served B. Number of clients served C. A/B

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PROGRAM AREA 7. COURT SERVICES OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth rearrested	Reduce delinquency	The number of program youth who were arrested/rearrested for a new delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth arrested while enrolled in the program B. Number of youth in program C. Percent (A/B)	X	X	X
2	Average length of time from program completion to new offense	Reduce delinquency	The average length of time in days between youth exiting the program and committing a new offense. Include youth who exit after completing program requirements and those that exit without completing program requirements. Official records are the preferred data source.	A. Total number of days between program exit and arrest for new delinquent offense for all youth to exit the program B. Number of youth who exited the program C. Percent (A/B)		X	X
3	Number and percent of youth formally processed	Increase accountability	The number of program youth who were formally processed through the juvenile court. Official records are the preferred data source.	A. Number of program youth formally processed B. Number of youth in program C. Percent (A/B)	X	X	X
4	Average length of time between intake and referral	Improve system effectiveness	The average length of time (in days) between intake and referral. Official records are the preferred data source.	A. Total number of days between intake and referral B. Number of youth who were referred C. Percent (A/B)	X		
5	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of program youth that exited the program having completed program obligations B. Number of youth to exit the program C. Percent (A/B)	X		
6	Number and percent of youth/families satisfied with program	Increase program support	The number of program youth and/or their families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of youth/families who report being satisfied with the program B. Number of youth/families that returned the surveys C. Percent (A/B)	X		
7	Number and percent of staff satisfied with program	Increase program support	The number of staff who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of staff who report being satisfied with the program B. Number of staff who returned the surveys C. Percent (A/B)	X		

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8	Number and percent of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program -related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff trained and returning surveys C. Percent (A/B)	x		
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Outcome Measure Definitions

Short Term: Occurs during or by the end of the program.

Intermediate: Occurs 6 months to 1 year after the end of the program.

Long Term: Occurs more than 1 year after program completion.

PROGRAM AREA 8. DEINSTITUTIONALIZATION OF STATUS OFFENDERS

OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	CITATIONS
1	Money allocated for DSO	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for DSO during the reporting period. Program records are the preferred data source.	Dollars allocated to DSO core requirement	
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding developed during reporting period. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of MOUs developed	
3	Number of transportation plans developed	Increase organizational capacity	The number of transportation plans in effect during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of plans in effect	
4	Number of programs implemented	Increase organizational capacity	The number of programs created and or implemented during the reporting period. Program records are the preferred data source.	Number of programs created and/or implemented during the reporting period.	
5	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full-Time Equivalents	
6	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period.	
7	Number of shelter beds contracted	Increase organizational capacity	The number of beds contracted through private or public providers for shelter care during the reporting period.	Number of beds contracted for during the reporting period.	
8	Number and percentage of staff trained	Increase organizational capacity	The number and percentage of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percentage divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percentage (A/B)	
9	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period. Training includes in-house and external trainings conducted and available to staff.	Number of hours of training provided to staff	
10	Number of monitoring materials developed	Improve monitoring of compliance	The number of materials that were developed during the reporting period. Include only substantivematerials such as program guidance manuals, monitoring tools, etc. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed.	Number of materials developed during reporting period.	
11	Number of activities undertaken to pass state laws that address compliance with the DSO requirement	Improve monitoring of compliance	The number of meetings held, phone conversations, interviews, presentations given, workshops held, or related activities that relate to the passage of law that address compliance with the DSO requirement of the JJDP Act of 2002.	Number of activities undertaken during the reporting period	
12	Number of state laws passed that address compliance with the JJDP Act of 2002	Improve monitoring of compliance	The number of laws passed during the reporting period that address compliance with one or more of the four core requirements of the JJDP Act of 2002.	Number of laws passed during the reporting period	
13	Number of activities undertaken that pursue state/local legislatures to reduce DMC	Improve monitoring of compliance	The number of activities undertaken that could lead to legislative/policy/procedural changes that would result in reduced DMC or elimination of other core compliance issue	Number of activities undertaken during the reporting period.	
14	# of site visits conducted	Improve monitoring of compliance	The number of onsite inspection visits made to secure detention and correctional facilities by the state Compliance Monitor during the reporting period. The Annual Compliance Monitoring Report is the preferred data source.	Number of visits	

15	#/% CM surveys completed	Improve monitoring of compliance	The number of annual surveys completed and returned by facilities during the reporting period. The Annual Compliance Monitoring Report is the preferred data source.	A. Number of CM surveys mailed B. Number of CM surveys returned C. Percentage (A/B)	
16	# of facilities receiving TA	Improve monitoring of compliance	The number of public and private secure detention centers, jails, lockups, and correctional facilities receiving technical assistance by state or Federal representatives during the reporting period. The Annual Compliance Monitoring Report is the preferred data source.	Number of facilities	
17	# of Valid Court Order exceptions verified	Improve monitoring of compliance	The number of youth held pursuant to the Valid Court Order provision or pursuant to the Youth Handgun Safety Act or a similar State law that were verified during the reporting period. The Annual Compliance Monitoring Report is the preferred data source.	Number VCOs verified	
18	Needs assessment completed	Improve planning and development	Report whether a needs assessment was conducted during the reporting period to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)	
19	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded	

*Output measures are reported annually.

PROGRAM AREA 8. DEINSTITUTIONALIZATION OF STATUS OFFENDERS OUTCOME PERFORMANCE MEASURES

	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING FREQUENCY ANNUAL	CITATION
1	Number and percentage of violations of DSO	Increase compliance with core requirements	The number of violations of the deinstitutionalization of status offender requirement during the reporting period according to the definition in the OJJDP Guidance Manual for Monitoring Facilities Under the JJDPA of 1974. The Annual Compliance Monitoring Report is the preferred data source.	Number of violations of DSO during the reporting period	X	Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, Dec. 2001.
2	Number and percentage of facilities in full compliance with de minimis exceptions of the JJDPA	Increase compliance with core requirements	The number of status offenders and nonoffenders who were held in secure detention or secure correctional facilities. The Annual Compliance Monitoring Report is the preferred data source.	A. Number in compliance B. Number of facilities reporting C. Percent (A/B)	X	
3	Number and percentage of facilities demonstrating full compliance with the JJDPA	Increase compliance with core requirements	State has removed 100 percent of status offenders/nonoffenders from secure detention and correctional facilities. The Annual Compliance Monitoring Report is the preferred data source.	A. Number in compliance B. Number of facilities reporting C. Percent (A/B)	X	
4	Number and percentage of accused status offenders/nonoffenders securely detained in juvenile detention facilities longer than 24 hours prior to /after an initial court hearing	Increase compliance with core requirements	The number of accused status offenders/nonoffenders securely detained in juvenile detention facilities longer than 24 hours prior to /after an initial court hearing. The Annual Compliance Monitoring Report is the preferred data source.	A. Number in compliance B. Number of facilities reporting C. Percent (A/B)	X	
5	Number of adjudicated status offenders/nonoffenders securely detained in juvenile detention facilities	Increase compliance with core requirements	The number of adjudicated status offenders/nonoffenders securely detained in juvenile detention facilities. The Annual Compliance Monitoring Report is the preferred data source.	A. Number in compliance B. Number of facilities reporting C. Percent (A/B)	X	
6	Number of adjudicated status offenders/nonoffenders securely detained in a secure jail or lock-up	Increase compliance with core requirements	The number of adjudicated status offenders/nonoffenders securely detained in a secure jail or lockup. The Annual Compliance Monitoring Report is the preferred data source.	A. Number in compliance B. Number of facilities reporting C. Percent (A/B)	X	
7	Number and percentage of youth rearrested	Reduce delinquency	The number of program youth who were arrested/rearrested for a new delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth who have been arrested while enrolled in the program B. Number of youth in program C. Percentage (A/B)	X	Snyder, H.N.(2003) OJJDP Juvenile Justice Bulletin. Juvenile Arrest 2001. Washington D.C.: US Department of Justice.

8	Average length of time from program completion to new offense	Reduce delinquency	The average length of time in days between youth exiting the program and committing a new offense. Include youth who exit after completing program requirements and those that exit without completing program requirements. Official records are the preferred data source.	A. Cumulative number of days between program exit and commission of an offense for all youth to exit the program B. Number of youth who exited the program and had a new offense C. Percentage (A/B)	X	
9	Number and percentage of youth formally processed by the juvenile court	Increase accountability	The number of program youth who have been adjudicated by the juvenile court following completion of the program. Official court records are the preferred data source.	A. Number of youth adjudicated by the juvenile court during the follow up period B. Number of youth in program C. Pct. (A/B)	X	
10	Number and percentage of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of youth that exited the program having completed program obligations B. Number of youth to exit the program C. Pct. (A/B)	X	
11	Number and percentage of staff with increased knowledge of core requirements or related information (e.g., DSO, alternatives)	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff returning surveys C. Pct. (A/B)	X	

Core requirement outcomes are measured annually.

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PROGRAM AREA 9. DELINQUENCY PREVENTION OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memorandums of Understanding developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memorandums of Understanding developed
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period.
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of Full Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed during reporting period
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings.	Number of hours of training provided to staff
8	Needs assessment completed	Improve planning and development	Report whether a needs assessment was conducted during the reporting period to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response)
9	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
10	Use of best practice model	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from legitimate sources (i.e., Blueprints, SAMSHA's Model Programs, OJJDP's Model Program Guide, etc.	Was the program implementing a best practice model? (Yes or No response.)
11	Number of youth served	Improve program activities	The number of youth served by the program during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
12	Number and percent of parents served	Improve program activities	The number of parents served during the reporting period. Include all parents who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of parents served
13	Average number of service hours completed	Improve program activities	The average number of hours of service completed by program clients during the reporting period. Program records are the preferred data source.	A. Total number of service hours received by clients B. Number of clients C. A/B

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14	Number of contacts between youth and program staff	Improve program activities	The number of contacts between youth and program staff during the reporting period. Include all program contacts regardless of medium (e.g., face-to-face, telephone, electronic). Do not include contact made on behalf of youth, such as calling employers or checking school attendance records. Program records, such as case management or probation records, are the preferred data source.	A. Total number of contacts between youth and program staff B. Number of youth enrolled C. A/B
15	Money per youth served	Improve program efficiency	The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.	A. Amount spent by program B. Number of youth served C. A/B
16	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served B. Number of service slots C. A/B
17	Average length of stay in program	Improve program efficiency	The average length of time (in days) clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those that do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all clients served B. Number of cases closed C. A/B
18	Number of cases per program staff	Improve program efficiency	The numbers of cases during the reporting period that are assigned to client staff (i.e., staff that work directly with clients). Program records are the preferred data source.	A. Number of cases open at any point during the reporting period B. Number of staff providing direct client service C. A/B

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PROGRAM AREA 9. DELINQUENCY PREVENTION OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth arrested	Reduce delinquency	The number of program youth who were arrested for a delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth arrested B. Number of youth in program C. Percent (A/B)	X	X	X
2	Average length of time from program completion to new offense	Reduce delinquency	The average length of time in days between youth exiting the program and committing a new offense. Include youth who exit after completing program requirements and those that exit without completing program requirements. Official records are the preferred data source.	A. Total number of days between program exit and arrest for new delinquent offense for all youth to exit the program B. Number of youth who exited the program C. Percent (A/B)		X	X
3A	Number and percent of youth exhibiting a change in substance abuse	Improve prosocial behaviors	The number of program youth who have exhibited a decrease in substance abuse. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3B	Number and percent of youth exhibiting a change in school attendance	Improve prosocial behaviors	The number of program youth who have exhibited an increase in school attendance. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3C	Number and percent of youth exhibiting a change in antisocial behavior	Improve prosocial behaviors	The number of program youth who have exhibited a decrease in antisocial behavior. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3D	Number and percent of youth exhibiting a change in family relationships	Improve prosocial behaviors	The number of program youth who have exhibited an improvement in family relationships. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3E	Number and percent of youth exhibiting a change pregnancies	Improve prosocial behaviors	The number of program youth who have exhibited no pregnancies. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
4	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of program youth that exited the program having completed program obligations B. Number of youth to exit the program C. Percent (A/B)	X		

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5	Number and percent of youth/families satisfied with program	Increase program support	The number of program youth and/or their families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of youth/families who report being satisfied with the program B. Number of youth/families that returned the surveys C. Percent (A/B)	X		
6	Number and percent of staff satisfied with program	Increase program support	The number of staff who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of staff who report being satisfied with the program B. Number of staff who returned the surveys C. Percent (A/B)	X		
7	Number and percent of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff trained and returning surveys C. Percent (A/B)	X		

Outcome Measure Definitions

Short Term: Occurs during or by the end of the program.
Intermediate: Occurs 6 months to 1 year after the end of the program.
Long Term: Occurs more than 1 year after program completion.

PROGRAM AREA 10. DISPROPORTIONATE MINORITY CONTACT OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT*	CITATION
1	Money allocated for DMC	Increase organizational/system capacity	The amount of Formula Grants money in whole dollars that are allocated to meeting the DMC requirement during the reporting period. Program records are the preferred data source.	Dollars allocated to DMC core requirement	
2	Number of MOUs developed for data improvement efforts	Increase organizational/system capacity	The number of Memoranda of Understanding (MOUs) regarding data sharing or data system development developed during the reporting period. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of MOUs developed	
3	Number of programs created	Increase organizational capacity	The number of new programs created during the reporting period. Program records are the preferred data source.	Number of programs created	
4	Number of programs implemented	Increase organizational capacity	The number of current programs in operation during the reporting period. Program records are the preferred data source.	Number of programs in operation during the reporting period.	
5	Number of minority staff recruitment efforts	Increase organizational/system capacity	The number of recruitment efforts aimed at hiring employees of a specific minority group. Efforts include ads placed, job fairs, outreach efforts, presentations made, workshops held, etc. during the reporting period.	Number of recruitment efforts	
6	Number of staff cultural competency trainings conducted	Increase organizational/system capacity	The number of staff trainings conducted that dealt with improving staff's comprehension and understanding of cultural differences, cultural context, cultural diversity, cultural awareness, bias, multicultural workplaces, and managing change. Training records are the preferred data source.	Number of trainings conducted	
7	Number and percentage of staff trained	Increase organizational capacity	The number and percentage of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the program. To get the percentage divide the raw number by the total number of program staff. Training records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percentage (A/B)	
8	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings, as long as it can be verified that the target staff were aware of the training opportunity. Training records are the preferred data source.	Number of hours of training provided to staff	
9	Use of best practice model	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from valid sources, such as Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, etc.	Was the program implementing a best practice model? (Yes or No response.)	
10	Number of programs evaluated	Improve program quality	Report the number of programs on which a process or outcome evaluations was conducted during the reporting period.	Number of programs evaluated.	
11	Number of DMC-related materials developed	Improve monitoring of DMC	The number of materials that were developed during the reporting period of the program. Include only substantive materials such as program guidance manuals, monitoring tools, etc. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed.	Number of materials developed during reporting period.	
12	Number of activities undertaken to pass state laws that address compliance with the DMC requirement	Improve monitoring of DMC	The number of significant meetings held, presentations given, workshops held, or related activities that relate to the passage of law that address compliance with the DMC requirement of the JUDP Act of 2002.	Number of activities undertaken during the reporting period	

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT*	CITATION
13	Number of state laws passed that address compliance with the DMC requirement	Improve monitoring of DMC	The number of laws passed that address compliance with the DMC core requirement of the JJD Act of 2002.	Number of laws passed during the reporting period	
14	Conduct DMC RRI update every 3 years	Improve monitoring of DMC	The RRI update is completed and submitted to OJJDP on time every 3 years. The RRI Update is the data source.	Number of RRI updates completed	
15	Number of DMC programs that receive onsite monitoring and TA visits	Improve monitoring of DMC	The number of DMC programs that received program monitoring visits by state staff and TA visits by state staff.	Number of visits	
16	Number of new juvenile justice agencies that initiated data collection by race	Improve monitoring of DMC	The number of juvenile justice agencies that initiated collection of juvenile justice data by race.	Number of agencies	
17	Number of objective decision-making tools developed	Improve planning and development	Report whether any objective decision-making tools were developed, such as detention risk, risk assessment, needs assessment, mental health assessment were developed to determine the supervision needs of the youth.	Number of tools developed	
18	Number of objective decision-making tools implemented	Improve planning and development	Report whether any objective decision-making tools were implemented during the reporting period. These include detention risk, risk assessment, needs assessment, mental health assessment were developed to determine the supervision needs of the youth.	Number of tools implemented	
19	Number of DMC-related policies, amended, created or rescinded	Improve planning and development	The number of DMC-related policies created, amended or rescinded during the reporting period of the program. Include policies that are either relevant to the topic area or policies that effect program operations.	Number of policies amended, created or rescinded	
20	Number of assessment studies to determine factors contributing to DMC	Improve planning and development	The number of needs assessments and evaluations conducted that evaluate the factors and juvenile justice system components contributing to DMC.	Number of studies	

*Output measures are reported annually.

PROGRAM AREA 10. DISPROPORTIONATE MINORITY CONTACT OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM	CITATION
					ANNUAL	
1	RRI of juvenile arrested for youth of a specific minority group*	Reduce DMC	The number of juveniles arrested using a base rate per 1000 youth for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD
2	RRI of referrals to juvenile court for youth of a specific minority group*	Reduce DMC	The number of juveniles referred to juvenile court using a base rate per 1000 youth for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD
3	RRI of juveniles diverted before adjudication for youth of a specific minority group*	Reduce DMC	The number of juveniles diverted before adjudication using a base rate per 100 arrests for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD
4	RRI of juveniles detained for youth of a specific minority group*	Reduce DMC	The number of juveniles detained (by type of detention) using a base rate per 100 arrests for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD
5	RRI of juveniles petitioned for youth of a specific minority group*	Reduce DMC	The number of juveniles petitioned using a base rate per 100 youth charged for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD
6	RRI of juveniles found to be delinquent for youth of a specific minority group*	Reduce DMC	The number of juveniles found to be delinquent per 100 youth found delinquent for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD
7	RRI of juveniles placed on probation for youth of a specific minority group*	Reduce DMC	The number of juveniles placed on probation per 100 youth found delinquent for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD
8	RRI of juveniles placed in secure correctional facilities for youth of a specific minority group*	Reduce DMC	The number of juveniles placed in secure correctional facilities per 100 arrests youth found delinquent for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM	CITATION
					ANNUAL	
			period.			System, QJJD
9	RRI of juveniles transferred to adult court for youth of a specific minority group*	Reduce DMC	The number of juveniles transferred to adult court per 100 youth charged/petitioned for a specific minority group during the reporting period compared with the rate of contact for white youth (or another minority group) during the reporting period.	A. Total number of white youth B. Rate of occurrence white youth C. Total number of minority youth D. Rate of occurrence of minority youth E. D/B=RRI	X	Implementing RRI Calculation, Step-by-Step Approach to Identifying Disproportionate Minority Contact within the Juvenile Justice System, QJJD
10	Number of contact points reporting significant disproportionality at state and local levels	Reduce DMC	Number of contact points reporting significant disproportionality at the state and local levels during the reporting period. Contact points include arrest, referral to juvenile court, diversion, detention, petition filed, found delinquent, probation, secure confinement, and transfer/waiver to adult court.	Number of contact points	X	
11	Number and percentage of additional contact points reporting RRI data	Reduce DMC	Number of contact points for which there are now data available to determine if disproportionality exists during the reporting period. Contact points include arrest, referral to juvenile court, diversion, detention, petition filed, found delinquent, probation, secure confinement, and transfer/waiver to adult court.	A. Total minimum number of contacts points for which data is required (=9) B. Number of additional contact points C. Percentage (B/A)	X	
12	Number and percentage of program participants rearrested.	Reduce delinquency	The number of program youth who were arrested/rearrested for a new delinquent offense arrested 6 months to 1 year after program completion. Official records are the preferred data source.	A. Number of program youth arrested 6 months to 1 year after program completion B. Number of youth completing program C. Percentage (A/B)	X	
13	Number of minority staff hired	Improve system effectiveness	The number of staff of a specific minority group hired during the reporting period.	The number of minority staff hired	X	
14	Number and percentage of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff returning surveys C. Percentage (A/B)	X	

* Choose one of the nine bold measures as mandatory.

<p>Outcome Measure Definition</p> <p>Core requirement outcomes are measured annually.</p>
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PROGRAM AREA 13. GENDER-SPECIFIC SERVICES OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memorandum's of Understanding developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memorandum's of Understanding's developed
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period.
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of Full Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed during reporting period
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings.	Number of hours of training provided to staff
8	Needs assessment completed	Improve planning and development	Report whether a needs assessment was conducted during the reporting period to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)
9	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
10	Use of best practice model	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from legitimate sources (i.e., Blueprints, SAMSHA's Model Programs, OJJDP's Model Program Guide, etc.	Was the program implementing a best practice model? (Yes or No response.)
11	Number of youth served	Improve program activities	The number of youth served by the program during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
12	Average number of service hours completed	Improve program activities	The average number of hours of service completed by program clients during the reporting period. Program records are the preferred data source.	A. Total number of service hours received by clients B. Number of clients C. A/B
13	Number of contacts between youth and program staff	Improve program activities	The number of contacts between youth and program staff during the reporting period. Include all program contacts regardless of medium (e.g., face-to-face, telephone, electronic). Do not include contact made on behalf of youth, such as calling employers or checking school attendance records. Program records, such as case management or probation records, are the preferred data source.	A. Total number of contacts between youth and program staff B. Number of youth enrolled C. A/B

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14	Money per youth served	Improve program efficiency	The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.	A. Amount spent by program B. Number of youth served C. A/B
15	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served B. Number of service slots C. A/B
16	Average length of stay in program	Improve program efficiency	The average length of time (in days) clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those that do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all clients served B. Number of cases closed C. A/B
17	Number of cases per program staff	Improve program efficiency	The numbers of cases during the reporting period that are assigned to client staff (i.e., staff that work directly with clients). Program records are the preferred data source.	A. Number of cases open at any point during the reporting period B. Number of staff providing direct client service C. A/B

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PROGRAM AREA 13. GENDER-SPECIFIC SERVICES OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth arrested/rearrested	Reduce delinquency	The number of program youth who were arrested/rearrested for a new delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth arrested while enrolled in the program B. Number of youth in program C. Percent (A/B)	X	X	X
2	Average length of time from program completion to new offense	Reduce delinquency	The average length of time in days between youth exiting the program and committing a new offense. Include youth who exit after completing program requirements and those that exit without completing program requirements. Official records are the preferred data source.	A. Total number of days between program exit and arrest for new delinquent offense for all youth to exit the program B. Number of youth who exited the program C. Percent (A/B)		X	X
3A	Number and percent of youth exhibiting a change in substance abuse	Improve prosocial behaviors	The number of program youth who have exhibited a decrease in substance abuse. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3B	Number and percent of youth exhibiting a change in self esteem	Improve prosocial behaviors	The number of program youth who have exhibited an increase in self esteem. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3C	Number and percent of youth exhibiting a change in body image	Improve prosocial behaviors	The number of program youth who have exhibited an improvement in body image. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3D	Number and percent of youth exhibiting a change in family relationships	Improve prosocial behaviors	The number of program youth who have exhibited an improvement in family relationships. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3E	Number and percent of youth exhibiting a change in the perception of social support	Improve prosocial behaviors	The number of program youth who have exhibited an improvement in the perception of social support. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
4	Number and percent of youth charged with formal probation violation	Increase accountability	The number of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	A. Number of program youth charged with probation violation B. Number of youth in program C. Percent (A/B)	X	X	X

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5	Number and percent of youth committed to correctional facility	Increase accountability	The number of program youth who have been ordered to a <u>correctional facility during the reporting period</u> . Include youth mandated to any <u>secure residential facility</u> including <u>juvenile correctional and adult corrections facilities</u> . Official records are the preferred data source.	A. Number of program youth enrolled in a correctional facility B. Number of youth in program C. Percent (A/B)	X	X	X
6	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of program youth that exited the program having completed program obligations B. Number of youth to exit the program C. Percent (A/B)	X		
7	Number and percent of youth/families satisfied with program	Increase program support	The number of program youth and/or their families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of youth/families who report being satisfied with the program B. Number of youth/families that returned the surveys C. Percent (A/B)	X		
8	Number and percent of staff satisfied with program	Increase program support	The number of staff who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of staff who report being satisfied with the program B. Number of staff who returned the surveys C. Percent (A/B)	X		
9	Number and percent of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff trained and returning surveys C. Percent (A/B)	X		

Outcome Measure Definitions

- Short Term:** Occurs during or by the end of the program.
- Intermediate:** Occurs 6 months to 1 year after the end of the program.
- Long Term:** Occurs more than 1 year after program completion.

PROGRAM AREA 14. GRADUATED SANCTIONS OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding in effect
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTEs, divide the number of staff hours used by the program and divide by 2080.	Number of Full-Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff who are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff who participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings, conducted and available to staff.	Number of hours of training provided to staff
8	Needs assessment completed	Improve planning and development	Report whether a needs assessment was conducted to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)
9	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that affect program operations.	Number of policies amended, created or rescinded
10	Use of best practice model	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from valid sources, i.e., Blueprints, SAMHSA's Model Programs, OJJDP's Model Program Guide, State Model Program resources, etc.	Was the program implementing a best practice model? (Yes or No response.)
11	Number of youth served	Improve program activities	The number of youth served during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
12	Average number of service hours completed	Improve program activities	The average number of hours of service completed by program clients during the reporting period. Program records are the preferred data source.	A. Total hours completed by clients B. Number of clients active C. A/B
13	Number of contacts between youth and GS program staff	Improve program activities	The number of contacts between youth and program staff. Include all program contacts regardless of medium (e.g., face-to-face, telephone, electronic). Do not include contact made on behalf of youth, such as calling employers or checking school attendance records. Program records, such as case management or probation records, are the preferred data source.	A. Total number of contacts between youth and program staff B. Number of youth enrolled C. A/B

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14	Money per youth served	Improve program efficiency	The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.	A. Amount spent by program B. Number of youth served C. A/B
15	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served B. Number of service slots C. A/B
16	Average length of stay in GS program	Improve program efficiency	The average length of time, in days, clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all clients ending the service B. Number of cases closed C. A/B
17	Number of cases per GS program staff	Improve program efficiency	The numbers of cases during the reporting period that are assigned to client staff (i.e., staff who work directly with clients). Program records are the preferred data source.	A. Number of cases open at any point during the reporting period B. Number of staff providing direct client service C. A/B
18	Number and percent of programs using graduated sanctions approach	Improve program quality	The number of programs that are utilizing the graduated sanctions approach. Program file is the preferred data source.	A. Number of programs using the graduated sanction approach B. Number of programs C. Percent (A/B)
19	Number and percent of sanction options at each level	Improve program quality	The number of sanction options at each sanctioning level: immediate, intermediate, secure care, aftercare.	A. Number of immediate sanctions options B. Number of intermediate sanction options C. Number of secure care sanction options D. Number of aftercare sanction options

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PROGRAM AREA 14. GRADUATED SANCTIONS OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth rearrested for new repeat of the offense that prompted entry into the GS program	Reduce delinquency	The number of program youth who were arrested for a repeat of the offense that prompted entry into the program. Appropriate for programs that focus on serving youth from particular offense categories such as <i>hate crimes, drug-related crimes, or sexual offenses</i> . Official records are the preferred data source.	A. Number of program youth who have committed a repeat offense B. Number of youth in program C. Percent (A/B)	X	X	X
2	Number and percent of youth arrested/rearrested	Reduce delinquency	The number of program youth who were arrested/rearrested for a new delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth who have been arrested while enrolled in the program B. Number of youth in program C. Percent (A/B)	X	X	X
3	Average length of time from program completion to new offense	Reduce delinquency	The average length of time in days between youth exiting the program and committing a new offense. Include youth who exit after completing program requirements and those who exit without completing program requirements. Official records are the preferred data source.	A. Total number of days between program exit and arrest for a new delinquent offense for all youth to exit the program B. Number of youth who exited the program and had a new offense C. Percent (A/B)		X	X
4	Number and percent of youth committed to correctional facility	Increase accountability	The number of program youth who have been ordered to a <u>correctional facility</u> . Include youth mandated to any <i>secure residential facility</i> including <i>juvenile correctional and adult corrections facilities</i> . Official records are the preferred data source.	A. Number of youth enrolled in a correctional facility B. Number of youth in program C. Percent (A/B)		X	X
5A	Number and percent of youth exhibiting a change in substance abuse	Improve prosocial behaviors	The number of program youth who have exhibited a decrease in substance abuse. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
5B	Number and percent of youth exhibiting change in antisocial behavior	Improve prosocial behaviors	The number of program youth who have exhibited a decrease in antisocial behavior. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
5C	Number and percent of youth exhibiting a change in family relationships during program participation	Improve prosocial behaviors	The number of program youth who have exhibited a n improvement in family relationships. Self-report or staff rating are most likely data sources.	A. Number of youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
5D	Number and percent of youth exhibiting change in social competencies	Improve prosocial behaviors	The number of program youth who have exhibited an improvement in social competencies. Self-report or staff rating are most likely data sources.	A. Number of youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		

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#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
6	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of youth who exited the program having completed program obligations B. Number of youth to exit the program C. Percent (A/B)	X		
7	Number and percent of youth/families satisfied with program	Increase program support	The number of program youth and/or their families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of youth/families who report being satisfied with the program B. Number of youth/families who returned the surveys C. Percent (A/B)	X		
8	Number and percent of staff satisfied with program	Increase program support	The number of staff who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of staff who report being satisfied with the program B. Number of staff who returned the surveys C. Percent (A/B)	X		
9	Number and percent of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff returning surveys C. Percent (A/B)	X		
10	Number and percent of youth receiving probation violations	Increase accountability	The number of youth who charged with a probation violation. Program records are the preferred data source.	A. Number of youth who received a probation violation B. Number of program youth on probation C. Percent (A/B)	X	X	X
11	Number and percent of youth receiving more severe sanction	Increase accountability	The number of youth who receive more severe sanctions. Case files are the most likely data sources.	A. Number of youth receiving severe sanctions B. Number of youth served C. Percent (A/B)	X		
12	Number and percent of youth committing more severe offense	Increase accountability	The number of youth committing more severe offenses. Case files are preferred data sources.	A. Number of youth committing more severe offenses B. Number of youth served C. Percent (A/B)		X	
13	Cost Savings	Improve system effectiveness	Total cost of program divided by the number of youth served. Accounting and program records are preferred data source.	A. Program Cost B. Number of youth served C. Percent (A/B)			X

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14	Percent of reduction in secure placements	Improve system effectiveness	Local rate of secure confinement	A. Number of youth in secure confinement B. Number of target youth C. Percent (A/B)			X
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Outcome Measure Definitions

Short Term: Occurs during or by the end of the program.

Intermediate: Occurs 6 months to 1 year after the end of the program.

Long Term: Occurs more than 1 year after program completion.

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PROGRAM AREA 19. JUVENILE JUSTICE SYSTEM IMPROVEMENT OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for system improvement	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated to initiatives to improve practices, policies, or procedures on a systemwide basis during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding in effect during reporting period. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding in effect
3	Number of staff hours dedicated to system improvement	Increase organizational capacity	The number of hours dedicated to initiatives to improve practices, policies, or procedures on a systemwide basis during the reporting period.	Number of Full Time Equivalents
4	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed
5	Number of staff hired	Increase organizational capacity	The number of staff that are hired during the reporting period. The number is the raw number of staff hired. If staff is downsized, please provide a negative number. Program records are the preferred data source.	Number of staff hired
6	Number and percentage of staff trained	Increase organizational capacity	The number and percentage of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percentage divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percentage (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period. Training includes in-house and external trainings, conducted and available to staff.	Number of hours of training provided to staff
8	Number of current system improvement initiatives	Increase organizational capacity	The number of current initiatives dedicated to improve practices, policies, or procedures on a systemwide basis during the reporting period.	Number of current initiatives
9	Number of new programs implemented	Increase organizational capacity	The number of new programs implemented during the reporting period.	Number of new programs implemented
10	Number of systemwide IT improvements implemented	Increase organizational capacity	The number of systemwide information technology improvements (development, operation, maintenance, and incorporation of new technologies) implemented during the reporting period.	Number of IT improvements implemented
11	RAI developed	Improve planning and development	Report whether a risk assessment instrument was developed to determine the supervision level of the youth.	Was a risk assessment developed? (Yes or No response)
12	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
13	Number of funded programs evaluated	Improve planning and development	The number of funded programs evaluated during the reporting period	Number of programs evaluated
14	Number of screenings conducted	Improve program activities	The number of screening/assessments conducted during the reporting period to determine the level of type and level of treatment. Program records are the preferred data source.	Number of screenings

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PROGRAM AREA 19. JUVENILE JUSTICE SYSTEM IMPROVEMENT OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM
					LONG
1	Number and percentage of youth receiving needed services	Improve system effectiveness	Number and percentage of youth receiving the treatment services that were determined appropriate through the use of a screening instrument. Official records are the preferred data source.	A. Number of youth who were assessed and received appropriate services B. Number of youth assessed C. Percentage (A/B)	X
2	Number and percent of youth meeting detention criteria but placed in alternative	Improve system effectiveness	Number and percent of youth meeting detention criteria but handled with an alternative to detention. Appropriate for any detention alternative program. Official records are the preferred data source.	D. Number of program youth who meet the criteria for detention but were placed in an alternative E. Number of youth detained F. Percent (A/B)	X
3	Percent change in the ADP in secure detention	Improve system effectiveness	The percent change in the number of preadjudicated and postadjudicated juveniles in secure detention. Official records are the preferred data source.	A. Number of juveniles in detention in the current year B. Number of juveniles in detention in the previous year C. Percent change (A-B/B)	X
4	Number of gender-specific programs available	Improve system effectiveness	Number of programs with a gender-responsive programming for girls up to age 18 available during the reporting period.	Number of gender-specific programs available	X
5	Number and percentage of programs evaluated as effective	Improve system effectiveness	Number and percentage of programs funded in the reporting period that were found to be successful through an outcome evaluation.	A. Number of funded programs that were successful B. Number of funded programs C. A/B	X
6	Number of agencies sharing automated data	Improve system effectiveness	Number of agencies using automated information systems that enable the appropriate sharing of justice information during the reporting.	Number of agencies	X
7	Average length of time between intake and initial court appearance	Increase system capacity	Average length of time (in days) between intake and initial court appearance across all youth during the reporting period. Judicial records are the preferred data source.	A. Total number of days between intake and initial court appearance B. Number of youth served C. A/B	X
8	Average length of time between initial court appearance and disposition	Increase system capacity	Length of time (in days) between initial court appearance and disposition during the reporting period. Judicial records are the preferred data source.	A. Total number of days initial court appearance and disposition B. Number of cases disposed C. A/B	X
9	Average length of time between disposition and placement	Increase system capacity	Length of time (in days) between disposition and placement during the reporting period. Judicial records are the preferred data source.	A. Total number of days between disposition and placement B. Number of youth placed C. A/B	X

Outcome Measure Definitions

System improvement measures are reported annually.

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PROGRAM AREA 20. MENTAL HEALTH OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memorandums of Understanding developed during reporting period of the program. Include all <u>formal partnership or coordination agreements</u> . Program records are the preferred data source.	Number of Memorandums of Understanding developed
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period.
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of <u>Full Time Equivalents</u> , working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed during reporting period
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings.	Number of hours of training provided to staff
8	Needs assessment completed	Improve planning and development	Report whether a <u>needs assessment</u> was conducted during the reporting period to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)
9	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
10	Use of best practice model	Improve program quality	Report whether a <u>best practice model</u> was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from legitimate sources (i.e., Blueprints, SAMSHA's Model Programs, OJJDP's Model Program Guide, etc.	Was the program implementing a best practice model? (Yes or No response.)
11	Number of youth served	Improve program activities	The number of youth served by the program during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
12	Number of youth referred	Improve program activities	The number of youth referred to mental health services during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth referred
13	Average number of service hours completed	Improve program activities	The average number of hours of service completed by program clients during the reporting period. Program records are the preferred data source.	A. Total number of service hours received by clients B. Number of clients C. A/B

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14	Number of contacts between youth and program staff	Improve program activities	The number of contacts between youth and program staff during the reporting period. Include all program contacts regardless of medium (e.g., face-to-face, telephone, electronic). Do not include contact made on behalf of youth, such as calling employers or checking school attendance records. Program records, such as case management or probation records, are the preferred data source.	A. Total number of contacts between youth and program staff B. Number of youth enrolled C. A/B
15	Number of youth screened	Improve program activities	The number of youth screened at the intake procedure during the reporting period. Include all youth who met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth screened
16	Number of youth who received formal psychological/psychiatric evaluations	Improve program activities	The number of youth who received formal psychological/psychiatric evaluations to diagnosis and treat psychopathology during the reporting period. Program records are the preferred data source.	Number of youth evaluated
17	Money per youth served	Improve program efficiency	The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.	A. Amount spent by program B. Number of youth served C. A/B
18	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served B. Number of service slots C. A/B
19	Average length of stay in program	Improve program efficiency	The average length of time (in days) clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those that do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all clients served B. Number of cases closed C. A/B
20	Number of cases per program staff	Improve program efficiency	The numbers of cases during the reporting period that are assigned to client staff (i.e., staff that work directly with clients). Program records are the preferred data source.	A. Number of cases open at any point during the reporting period B. Number of staff providing direct client service C. A/B

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**PROGRAM AREA 20. MENTAL HEALTH
OUTCOME PERFORMANCE MEASURES**

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth arrested/rearrested	Reduce delinquency	The number of program youth who were arrested/rearrested for a new delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth arrested while enrolled in the program B. Number of youth in program C. Percent (A/B)	X	X	X
2	Average length of time from program completion to new offense	Reduce delinquency	The average length of time in days between youth exiting the program and committing a new offense. Include youth who exit after completing program requirements and those that exit without completing program requirements. Official records are the preferred data source.	A. Total number of days between program exit and arrest for new delinquent offense for all youth to exit the program B. Number of youth who exited the program C. Percent (A/B)		X	X
3	Number and percent of youth exhibiting change in targeted mental health issues	Improve prosocial behaviors	The number of program youth who have exhibited a change in targeted mental health issues. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
4	Number and percent of youth requiring additional mental health treatment	Improve prosocial behaviors	The number of program youth who require additional mental health treatment after the completion of the program. Self-report are most likely data sources.	D. Number of program youth who have exited the program requiring additional mental health treatment E. Number of youth who have exited the program F. Percent (A/B)		X	X
5	Number and percent of youth charged with formal probation violation	Increase accountability	The number of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	A. Number of program youth charged with probation violation B. Number of youth in program C. Percent (A/B)	X	X	X
6	Number and percent of youth committed to correctional facility	Increase accountability	The number of program youth who have been ordered to a <u>correctional facility during the reporting period</u> . Include youth mandated to any <u>secure residential facility</u> , including <u>juvenile correctional and adult corrections facilities</u> . Official records are the preferred data source.	A. Number of program youth enrolled in a correctional facility B. Number of youth in program C. Percent (A/B)	X	X	X
7	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of program youth that exited the program having completed program obligations B. Number of youth to exit the program C. Percent (A/B)	X		

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8	Number and percent of youth/families satisfied with program	Increase program support	The number of program youth and/or their families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of youth/families who report being satisfied with the program B. Number of youth/families that returned the surveys C. Percent (A/B)	✕		
9	Number and percent of staff satisfied with program	Increase program support	The number of staff who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of staff who report being satisfied with the program B. Number of staff who returned the surveys C. Percent (A/B)	✕		
10	Number and percent of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff trained and returning surveys C. Percent (A/B)	✕		

Outcome Measure Definitions

Short Term: Occurs during or by the end of the program.
Intermediate: Occurs 6 months to 1 year after the end of the program.
Long Term: Occurs more than 1 year after program completion.

PROGRAM AREA 24. PROBATION OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of <u>Memorandums of Understanding</u> in effect during reporting period of the program. Include all <u>formal partnership or coordination agreements</u> . Program records are the preferred data source.	Number of Memorandums of Understanding's in effect
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period.
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of <u>Full Time Equivalents</u> , working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period of the program. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed during program
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the program. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings, as long as it can be verified that the target staff were aware of the training opportunity.	Number of hours of training provided to staff
8	Needs assessment completed	Improve planning and development	Report whether a <u>needs assessment</u> was conducted to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)
9	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period of the program. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
10	Use of best practice model	Improve program quality	Report whether a <u>best practice model</u> was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes.	Was the program implementing a best practice model? (Yes or No response.)
11	Number of youth served	Improve program activities	The number of youth served during the reporting period of the program. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
12	Average number of service hours completed	Improve program activities	The average number of hours of service received by program clients during the reporting period of the program. Program records are the preferred data source.	A. Cumulative number of service hours received by clients B. Number of clients C. A/B
13	Number of contacts between youth and program staff	Improve program activities	The number of direct contacts between youth and program staff. Include all program contacts regardless of medium (e.g., face-to-face, telephone, electronic). Do not include contact made on behalf of youth, such as calling employers or checking school attendance records. Program records, such as case management or probation records, are the preferred data source.	A. Cumulative number of contacts between youth and program contact B. Number of youth enrolled C. A/B
14	Money per youth served	Improve program efficiency	The program costs, in dollars, as compared to the number of youth served. Program records and financial statements are the preferred	A. Amount spent by program B. Number of youth served

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
			data sources.	C. A/B
15	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served B. Number of service slots C. A/B
16	Average length of stay in program	Improve program efficiency	The average length of time clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those that do not. Program records are the preferred data source.	A. Cumulative number of days between intake and program exit across all clients served B. Number of clients served C. A/B
17	Number of cases per program staff	Improve program efficiency	The numbers of cases during the reporting period that are assigned to client staff (i.e., staff that work directly with clients). Program records are the preferred data source.	A. Number of cases open at any point during the reporting period B. Number of client staff C. A/B

PROGRAM AREA 24. PROBATION OUTCOME PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth arrested/rearrested	Reduce delinquency	The number of program youth who were arrested/rearrested for a new delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth arrested while enrolled in the program B. Number of youth in program C. Percent (A/B)	X	X	X
2	Average length of time from program completion to new offense	Reduce delinquency	The average length of time in days between youth exiting the program and committing a new offense. Include youth who exit after completing program requirements and those that exit without completing program requirements. Official records are the preferred data source.	A. Cumulative number of days between program exit and commission of an offense for all youth to exit the program B. Number of youth who exited the program C. Percent (A/B)		X	X
3A	Number and percent of youth exhibiting change in substance abuse	Improve prosocial behaviors	The number of program youth who have exhibited a change in substance abuse. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3B	Number and percent of youth exhibiting change in school attendance	Improve prosocial behaviors	The number of program youth who have exhibited a change in school attendance. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3C	Number and percent of youth exhibiting change in employment status	Improve prosocial behaviors	The number of program youth who have exhibited a change in employment status. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
3D	Number and percent of youth exhibiting change in family relationships	Improve prosocial behaviors	The number of program youth who have exhibited change in family relationships. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
4	Number and percent of youth committed to correctional facility	Increase accountability	The number of program youth who have been ordered to a <u>correctional facility</u> . Include youth mandated to any <u>secure residential facility</u> including <u>juvenile correctional</u> and <u>adult corrections facilities</u> . Official records are the preferred data source.	A. Number of program youth enrolled in a correctional facility B. Number of youth in program C. Percent (A/B)	X	X	X
5	Number and percent of youth charged with formal probation violation	Increase accountability	The number of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	A. Number of program youth charged with probation violation B. Number of youth in program C. Percent (A/B)	X		
6	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or	A. Number of program youth that exited the program having completed program obligations B. Number of youth to	X		

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
			obligations that clients must meet prior to program completion. Program records are the preferred data source.	exit the program C. Percent (A/B)			
7	Number and percent of youth/families satisfied with program	Increase program support	The number of program youth and/or their families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of youth/families who report being satisfied with the program B. Number of youth/families that returned the surveys C. Percent (A/B)	X		
8	Number and percent of staff satisfied with program	Increase program support	The number of staff who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of staff who report being satisfied with the program B. Number of staff who returned the surveys C. Percent (A/B)	X		
9	Number and percent of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff returning surveys C. Percent (A/B)	X		

Outcome Measure Definitions

Short Term: Occurs during or by the end of the program.

Intermediate: Occurs 6 months to 1 year after the end of the program.

Long Term: Occurs more than 1 year after program completion.

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PROGRAM AREA 27. SCHOOL PROGRAMS OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of <u>Memorandums of Understanding</u> developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memorandums of Understanding developed
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period.
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of <u>Full Time Equivalents</u> , working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed during reporting period
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings.	Number of hours of training provided to staff
8	Needs assessment completed	Improve planning and development	Report whether a <u>needs assessment</u> was conducted during the reporting period to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)
9	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
10	Use of best practice model	Improve program quality	Report whether a <u>best practice model</u> was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from legitimate sources (i.e., Blueprints, SAMSHA's Model Programs, OJJDP's Model Program Guide, etc.	Was the program implementing a best practice model? (Yes or No response.)
11	Number of youth served	Improve program activities	The number of youth served by the program during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
12	Average number of service hours completed	Improve program activities	The average number of hours of service completed by program clients during the reporting period. Program records are the preferred data source.	A. Total number of service hours received by clients B. Number of clients C. A/B
13	Number of contacts between youth and program staff	Improve program activities	The number of contacts between youth and program staff during the reporting period. Include all program contacts regardless of medium (e.g., face-to-face, telephone, electronic). Do not include contact made on behalf of youth, such as calling employers or checking school attendance records. Program records, such as case management or probation records, are the preferred data source.	A. Total number of contacts between youth and program staff B. Number of youth enrolled C. A/B

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14	Money per youth served	Improve program efficiency	The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.	A. Amount spent by program B. Number of youth served C. A/B
15	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served B. Number of service slots C. A/B
16	Average length of stay in program	Improve program efficiency	The average length of time (in days) clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those that do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all clients served B. Number of cases closed C. A/B
17	Number of cases per program staff	Improve program efficiency	The numbers of cases during the reporting period that are assigned to client staff (i.e., staff that work directly with clients). Program records are the preferred data source.	A. Number of cases open at any point during the reporting period B. Number of staff providing direct client service C. A/B

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**PROGRAM AREA 27. SCHOOL PROGRAMS
OUTCOME PERFORMANCE MEASURES**

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth arrested	Reduce delinquency	The number of program youth who were arrested for a delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth arrested while enrolled in the program B. Number of youth in program C. Percent (A/B)	X	X	X
2	Number and percent of youth suspended from school	Improve prosocial behaviors	The number of program youth who were suspended from school. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth suspended from school B. Number of youth in program C. Percent (A/B)	X	X	X
3	Number and percent of youth involved in a fight in school	Improve prosocial behaviors	The number of program youth who were involved in a fight in school. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth disciplined for fighting B. Number of youth in program C. Percent (A/B)	X	X	X
4A	Number and percent of youth exhibiting a change in substance abuse	Improve prosocial behaviors	The number of program youth who have exhibited a decrease in substance abuse. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	X	X
4B	Number and percent of youth exhibiting a change in school attendance	Improve prosocial behaviors	The number of program youth who have exhibited an increase in school attendance. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	X	X
4C	Number and percent of youth exhibiting a change in GPA	Improve prosocial behaviors	The number of program youth who have exhibited an increase in GPA. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	X	X
4D	Number and percent of youth exhibiting a change in social competencies	Improve prosocial behaviors	The number of program youth who have exhibited an increase in social competencies. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	X	X
5	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of program youth that exited the program having completed program obligations B. Number of youth to exit the program C. Percent (A/B)	X		

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PROGRAM AREA 32. SUBSTANCE ABUSE OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	Money allocated for services	Increase organizational capacity	The amount of Formula Grants money in whole dollars that are allocated for program services during the reporting period. Program records are the preferred data source.	Dollars allocated to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding in effect
3	Number of slots created	Increase organizational capacity	The number of client service slots created during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period
4	Number of FTEs	Increase organizational capacity	The number of staff, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full-Time Equivalents
5	Number of materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed
6	Number and percent of staff trained	Increase organizational capacity	The number and percent of staff that are trained during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the program. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff that participated in training B. Total number of staff C. Percent (A/B)
7	Number of hours of staff training provided	Increase organizational capacity	The number of training hours that program staff are provided during the reporting period of the program. Training includes in-house and external trainings, conducted and available to staff.	Number of hours of training provided to staff
8	Needs assessment completed	Improve planning and development	Report whether a needs assessment was conducted to determine whether and how the program would be implemented.	Was a needs assessment conducted? (Yes or No response.)
9	Number of policies, amended, created or rescinded	Improve planning and development	The number of policies created, amended or rescinded during the reporting period. Include policies that are either relevant to the topic area of the program or policies that effect program operations.	Number of policies amended, created or rescinded
10	Use of best practice model	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to achieve target outcomes. Model programs can come from valid sources, i.e., Blueprints, SAMHSA's Model Programs, OJJDP's Model Program Guide, State Model Program resources, etc.	Was the program implementing a best practice model? (Yes or No response.)
11	Number of youth served	Improve program activities	The number of youth served during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth served
12	Average number of service hours completed	Improve program activities	The average number of hours of service completed by program clients during the reporting period. Program records are the preferred data source.	A. Total number of service hours received by clients B. Number of clients active C. A/B
13	Number of contacts between youth and SA program staff	Improve program activities	The number of contacts between youth and program staff. Include all program contacts regardless of medium (e.g., face-to-face, telephone, electronic). Do not include contact made on behalf of youth, such as calling employers or checking school attendance records. Program records, such as case management or probation records, are the preferred data source.	A. Total number of contacts between youth and program staff B. Number of youth enrolled C. A/B

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14	Money per youth served	Improve program efficiency	The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.	A. Amount spent by program B. Number of youth served C. A/B
15	Utilization rate	Improve program efficiency	The capacity at which the program was operated during the reporting period. Program records are the preferred data source.	A. Number of clients served B. Number of service slots C. A/B
16	Average length of stay in SA program	Improve program efficiency	The average length of time, in days, clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those that do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all clients ending the service B. Number of cases closed C. A/B
17	Number of cases per SA program staff	Improve program efficiency	The numbers of cases during the reporting period that are assigned to client staff (i.e., staff that work directly with clients). Program records are the preferred data source.	A. Number of cases open at any point during the reporting period B. Number of staff providing direct client service C. A/B
18	Number of community organizations with available substance abuse services	Increase organizational/system capacity	Number of organizations within the community that have available substance abuse services relevant for target population during the reporting period. Program records are the preferred data source.	Number of community organizations that offer juvenile substance abuse services.
19	Number and percent of youth screened	Improve program activities	The number of youth that are screened for the substance abuse. Program case files are the preferred data source.	A. Number of youth that are screened B. Number of youth in program C. Percent (A/B)
20	Number and percent of youth assessed	Improve program activities	The number of youth that are assessed for the substance abuse. Program case files are the preferred data source.	A. Number of youth that are assessed B. Number of youth in program C. Percent (A/B)
21	Number and percent of youth referred to Substance Abuse (SA) services	Improve program activities	The number of youth that are referred to substance abuse services. Program case files are the preferred data source.	A. Number of youth referred to SA services B. Number of youth served C. Percent (A/B)

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PROGRAM AREA 32. SUBSTANCE ABUSE OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
1	Number and percent of youth rearrested for new substance-related offense	Reduce delinquency	The number of program youth who were arrested for a repeat of the offense that prompted entry into the program. Appropriate for programs that focus on serving youth from particular offense categories such as <i>hate crimes, drug-related crimes, or sexual offenses</i> . Official records are the preferred data source.	A. Number of program youth that have committed a repeat offense B. Number of youth in program C. Percent (A/B)	X	X	X
2	Number and percent of youth arrested/rearrested	Reduce delinquency	The number of program youth who were arrested/rearrested for a new delinquent offense. Appropriate for any youth-serving program. Official records are the preferred data source.	A. Number of program youth that have been arrested while enrolled in the program B. Number of youth in program C. Percent (A/B)	X	X	X
3	Average length of time from program completion to new offense	Reduce delinquency	The average length of time in days between youth exiting the program and committing a new offense. Include youth who exit after completing program requirements and those that exit without completing program requirements. Official records are the preferred data source.	A. Total number of days between program exit and arrest for a new delinquent offense for all youth to exit the program B. Number of youth who exited the program and had a new offense C. Percent (A/B)		X	X
4	Number and percent of youth committed to correctional facility	Increase accountability	The number of program youth who have been ordered to a <i>correctional facility</i> . Include youth mandated to any <i>secure residential facility</i> including <i>juvenile correctional and adult corrections facilities</i> . Official records are the preferred data source.	A. Number of youth enrolled in a correctional facility B. Number of youth in program C. Percent (A/B)		X	X
5A	Number and percent of youth exhibiting a change in substance abuse	Improve prosocial behaviors	The number of program youth who have exhibited a decrease in substance abuse. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X		
6	Number and percent of youth completing program requirements	Increase accountability	The number of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of youth that exited the program having completed program obligations B. Number of youth to exit the program C. Percent (A/B)	X		
7	Number and percent of youth/families satisfied with program	Increase program support	The number of program youth and/or their families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of youth/families who report being satisfied with the program B. Number of youth/families that returned the surveys C. Percent (A/B)	X		

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#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM		
					SHORT	INTER-	LONG
8	Number and percent of staff satisfied with program	Increase program support	The number of staff who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of staff who report being satisfied with the program B. Number of staff who returned the surveys C. Percent (A/B)	X		
9	Number and percent of staff with increased knowledge of program	Increase program support	The number of staff who gained a greater knowledge of the program through trainings or other formal learning opportunities. Appropriate for any program whose staff received program -related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of staff trained who report increased knowledge B. Number of staff returning surveys C. Percent (A/B)	X		
10	Number and percent of youth requiring additional substance abuse services	Increase accountability	Number of youth, who have exited the program, determined to need additional substance abuse services	A. Number of youth requiring additional substance abuse services B. Number of youth served C. Percent (A/B)		X	X
11	Number and percent of youth complying with their aftercare plan	Increase accountability	Number of youth who comply with their designed aftercare plan once youth exit program. Program records are the preferred data source.	A. Number of youth complying with aftercare plan B. Number of youth with a aftercare plan C. Percent (A/B)		X	X

Outcome Measure Definitions

- Short Term:** Occurs during or by the end of the program.
- Intermediate:** Occurs 6 months to 1 year after the end of the program.
- Long Term:** Occurs more than 1 year after program completion.